Minutes of the Victor Harbor Horse Tram Authority Board Meeting For meeting Tuesday 9 February 2021 Commencing at 3:00pm Encounter Room



<u>Present</u>

Paul Brown (Chair) Cr Carol Schofield AM Nigel Catt Rachel Kennedy Natasha Hunt (via Zoom)

Megan Whibley (General Manager VHHTA) Tamar Herron (Minute secretary VHHTA) Kellie Knight-Stacey (Director Corporate and Customer Service)

Commencement

The meeting commenced at 3:00pm

3. Apologies

Nil

4. Minutes of the Previous Meeting

4.1 Minutes - VHHTA Board Meeting – 1 December 2020

VHHTA213 Moved: Carol Schofield Seconded: Rachel Kennedy

That the minutes of the previous Victor Harbor Horse Tram Authority meeting held on 1 December 2020, as per copies supplied to members, be adopted as a true and correct record of the meeting.

CARRIED

4.1 Minutes - VHHTA Board Meeting – 18 January 2021

VHHTA214	Moved:	Rachel Kennedy
	Seconded:	Nigel Catt

That the minutes of the previous Victor Harbor Horse Tram Authority meeting held on 18 January 2021, as per copies supplied to members, be adopted as a true and correct record of the meeting.

CARRIED

<u>5.</u>	Business	Arising
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6. Reports for Receiving and Noting only

6.1 Outstanding Resolutions Register

VHHTA215 Moved: Rachel Kennedy Seconded: Nigel Catt

That the Victor Harbor Horse Tram Authority receive and note the Outstanding Resolutions Register report.

CARRIED

7. Reports for Decision

7.1 December Budget Review Report.

VHHTA216	Moved:	Rachel Kennedy
	Seconded:	Carol Schofield

1. That the Victor Harbor Horse Tram Authority receive and note the December Budget Review 2020/21 report.

VHHTA217 Moved: Nigel Catt Seconded: Rachel Kennedy

> That the Victor Harbor Horse Tram Authority endorse the December Budget Review 2020/21 as presented at attachment A to this report, noting that an increase contribution from Council (operating deficit) may be required in the third quarter review subject to ticket sales and causeway closures due to building.

CARRIED

7.2 Proposed Ticket Price Increase Report

VHHTA218 Moved: Carol Schofield Seconded: Rachel Kennedy





1. That the Victor Harbor Horse Tram Authority receive and note the proposed Ticket Price increase Report.

VHHTA219 Moved: Rachel Kennedy Seconded: Nigel Catt

2. That the Victor Harbor Horse Tram Authority endorses the proposed ticket price increases, as detailed in this report, to come into effect from 1 March 2021.

CARRIED

7.3 Proposed draft plans for the Tram office and Merchandise Area Report

VHHTA220	Moved:	Rachel Kennedy
	Seconded:	Natasha Hunt

- 1. That the Victor Harbor Horse Tram Authority receive and note the proposed draft plans for the Tram office and Merchandise Area Report.
- VHHTA221 Moved: Rachel Kennedy Seconded: Natasha Hunt
 - 2. That the Victor Harbor Horse Tram Authority endorse the Proposed draft plans for the Tram office and Merchandise Area Report, and provide it to Council for approval.

CARRIED

7.4 Draft Stable Plan for Tender Report

VHHTA222 Moved: Carol Schofield Seconded: Rachel Kennedy

1. That the Victor Harbor Horse Tram Authority receive and note the Draft Stable Plan for Tender Report.





CARRIED

8. Presentations

Nil

9. Discussion Items - No decision(s)

9.1 Merchandise Gross Margin Report 2020/21 – June to December

10. Correspondence Received

Nil

11. Urgent Business without Notice

At 4:12pm the General Manager tabled the Landowner Consent and Letter of Support Report and provided it to board members.

11.1 Landowner Consent and Letter of Support Report.

VHHTA223	Moved:	Carol Schofield
	Seconded:	Rachel Kennedy

- 1. That the Victor Harbor Horse Tram Authority Board receive and note the landowner consent and letter of support report.
- 2. That the Victor Harbor Horse Tram Authority request that, subject to grant funding, Council support the updated Stable project design allowing for an increased visitor experience and future revenue streams with a net zero impact on the capital budget.
- That the Victor Harbor Horse Tram Authority request a letter of support from Council to assist in the grant submission through the Building Better Regions Fund – Infrastructure Projects Stream.

CARRIED





11.2 The Appointments of Chairperson and Deputy Chairperson to the Victor Harbor Horse Tram Authority Audit Committee.

VHHTA224 Moved: Rachel Kennedy Seconded: Nigel Catt

1. hat the Authority recommend to Council that John Morgan be appointed as Chairperson of the Victor Harbor Horse Tram Authority Audit Committee.

CARRIED

At 4:35pm Rachel Kennedy declared a perceived conflict of interest. She remained in the room but abstained from discussion, debate and voting.

VHHTA225 Moved: Carol Schofield Seconded: Natasha Hunt

2. That the Authority recommend to Council that Rachel Kennedy be appointed as Deputy Chairperson of the Victor Harbor Horse Tram Authority Audit Committee.

CARRIED

12. Confidential Item(s)

12.1 Audit Committee Additional Independent Member Report.

VHHTA226 Moved: Carol Schofield Seconded: Rachel Kennedy

Pursuant to Section 90(2) of the Local Government Act 1999 the Authority orders that all members of the public, except General Manager Megan Whibley and Minute Secretary Tamar Herron, be excluded from the attendance at the meeting for this agenda item 12.1 CONFIDENTIAL – Audit Committee Additional Independent Member Report.

The Authority is satisfied that, pursuant to Section 90(3)(a) of the Act, the information to be received, discussed or considered in relation to this Agenda Item is information the disclosure of which would involve the unreasonable disclosure of information





concerning the personal affairs of any person (living or dead), being an Audit Committee candidate because of personal, private information.

The Authority is satisfied that the principle that the meeting be conducted in a place open to the public has been outweighed in the circumstances because of a duty to protect a private individual's personal details.

At 4:43 pm Kellie Knight-Stacey left the meeting.

VHHTA227 Retained in Confidence

VHHTA228 Moved: Nigel Catt Seconded: Rachel Kennedy

> That the Board go out of confidence having considered agenda item 12.1 CONFIDENTIAL – Audit Committee Additional Independent Member Report;

(1) That having considered this item in confidence under Section 90(2) and (3)(a) of the Local Government Act 1999, the Council/Council Committee, pursuant to Section 91(7 & 9) of the Act orders that the report, minutes and relevant attachment be retained in confidence until a public announcement has been made, and that this order be reviewed every 12 months (if the confidentiality period is longer than 12 months in duration).

(2) The public be readmitted to the meeting.

CARRIED

<u>13. Next Meetings</u> Tuesday 13 April 2021, 3:15pm – Encounter Room

14. Meeting Closed.

4:48 pm

Please be advised that filming, photography and audio recording may take place at this meeting when the public and media are not lawfully excluded under Section 90 of the Local Government Act 1999.



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